

February 1, 2012

Dear Applicant:

**RE: 2012 Child Care Enhancement Grant**

I am pleased to provide the 2012 Child Care Enhancement Grant application form. To apply for this grant, please read our information sheet, and complete the application form, Excel spreadsheet and interview schedule. The Excel spreadsheet will capture your client profile and 2012 budget information, and percentages and totals will be calculated automatically.

Peter Bruckmann, Julianna Torjek and I will be conducting grant interviews, and we look forward to the opportunity to meet with you face to face and learn more about your programs.

Please submit your application (minus signatures) plus the spreadsheet and the interview availability schedule to us **electronically** to the following address: [socialpolicygrants@vancouver.ca](mailto:socialpolicygrants@vancouver.ca). **Two (2) complete paper copies**, including signatures and all attachments, is also required. Both the electronic and paper copies must be submitted by 4:30 pm on February 24, 2012.

Finally, please take this opportunity to sign up to our new mailing list to hear about upcoming grant opportunities, current events and learning sessions. Visit <http://vancouver.ca/commsvcs/socialplanning/grants/maillinglist.htm> to join.

Please feel free to contact me at 604.871.6429 if you have any questions, concerns or comments.

Yours truly,



Annie Burkes  
Social Planner

*tel: 604.871.6429  
Annie.Burkes@vancouver.ca*